
Department of Health

TITLE: Program Assistant 1 (Laboratory Support)

PROGRAM: Division of Laboratories

ACCOUNT NUMBER: 2145142.02

DUTIES & RESPONSIBILITIES:

Provide support to the laboratory technical personnel involved in the response to H1N1. Specific duties may involve clinical specimen processing, data entry, maintenance of inventory of specimen collection kits, coordination of courier services and related work.

The funding for this position is determined by the needs, nature, and length of the RI Department of Health's response to the current H1N1 pandemic. This funding is limited to 07/30/10.

Minimum Qualifications:

Education: Associates degree from a college of recognized standing.

Experience: Previous experience in a clinical laboratory setting.

Any combination of education and experience that shall be substantially similar to the above education and experience.

COMPENSATION:

Rate of Pay: \$16.56 per hour

Hours: 35 hours per week